

CONTRACT

BELLEVILLE AREA SPECIAL SERVICES COOPERATIVE
GOVERNING BOARD

AND

BELLEVILLE AREA SPECIAL SERVICES COOPERATIVE
EMPLOYEES' UNION,
IFT/AFT, LOCAL #6143

2023-2027

This contract brought to you as a service of BASSCEU, IFT/AFT, Local 6143.

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1 **ARTICLE I - PARTIES TO THE AGREEMENT**

2
3 This agreement is made and entered into this 15th day of August, 2020, by and between the
4 Belleville Area Special Services Cooperative Governing Board, St. Clair County, Illinois
5 hereinafter referred to as the "Board" and the Belleville Area Special Services Cooperative
6 Employees' Union, IFT/AFT, Local 6143, hereinafter referred to as the "Union."
7

8 **ARTICLE II - RECOGNITION, JURISDICTION AND SCOPE**

9
10 **Section 1.** For the purpose of collective bargaining with respect to wages, hours and terms and
11 conditions of employment, the Board recognizes the Union as the sole and exclusive
12 representative for all full and part time staff employed as teachers, social workers, psychologists,
13 speech therapists, secretaries, bookkeepers and school nurses by BASSC hereinafter referred to
14 as the "Staff" during the term of the agreement. Managerial, confidential and supervisory, short-
15 term, and student employees, as well as physical and occupational therapists, their assistants, and
16 bilingual aides shall be excluded from the unit.
17

18 From time to time, the Board may create new positions which may be excludable from the
19 Bargaining Unit under the terms of the Illinois Education Labor Relations Act as managerial,
20 supervisory, confidential or short term employees. On those occasions, the Director or his/her
21 designee shall be required to first send a copy of the job posting for said position(s) to the Illinois
22 Federation of Teachers Field Service Director of record.
23

24 **ARTICLE III - MANAGEMENT RIGHTS**

25
26 It is expressly understood and agreed that all functions, rights, powers or authority of the
27 administration of the Belleville Area Special Services Cooperative (BASSC) and the Board of
28 Directors which are not specifically limited by the express language of this Agreement are
29 retained by the Board provided, however, that no such right shall be exercised so as to violate
30 any of the specific provisions of this Agreement.
31

32 **ARTICLE IV - NO STRIKE PROVISION**

33
34 During the term of this agreement, no employee covered by this Agreement, nor the Union, nor
35 any person acting on behalf of the Union shall ever or at any time engage in, authorize, or
36 instigate any picketing, any recognition of any picket line at the BASSC facilities, any strike,
37 slowdown or other refusal to render full and complete services to the Board, or any activity
38 whatsoever which would disrupt in any manner in whole or in part the operation of the BASSC
39 services.
40

41 In the event of any violation or violations of any provision of this Article by the Union, its
42 members, or representatives, or by any employee:
43

1. Any violating employee shall be subject to discipline or discharge as determined appropriate in the sole and unilateral discretion of the Board.
2. The Union shall, upon notice from the Board, immediately direct such employees both orally and in writing to resume normal operations immediately and take every other reasonable effort to end any violations.

ARTICLE V – TENURE, SENIORITY AND VACANCY NOTIFICATION

Section 1. Certificated Employee Seniority: Certificated employee seniority status shall be determined in accordance with Section 24-12 of the Illinois School Code and current BASSC policy which is:

- a) BASSC seniority is defined as the length of continuous service as a Staff member in BASSC. Continuous service shall be based on the date of Board action to hire; any ties shall be broken based on the order in which the Staff member appeared on the employment list of the BASSC Governing Board.
- b) Adjustments to the seniority list are made on unpaid periods of absence on working days except for military service. All adjustments will be made on a 185 day school calendar.
- c) It is the responsibility of the certified staff member to supply supportive documentation, including complete transcripts, concerning teaching area qualifications. Furthermore, it is the staff member's responsibility to provide the director with any evidence of change of future educational qualifications.
- d) In the event, it is necessary to reduce the number of positions covered by this agreement and such is not accomplished by normal attrition, the provisions of the School Code of Illinois, Sections 24-11 and 24-12 shall apply.

Section 2. Non-Certificated Employee Seniority: Non-Certificated Employee Seniority shall be determined as follows:

- a) The seniority of all full-time and part-time employees covered by this Agreement shall date from the employee's first day of continuous employment measured from the first day the employee actually reported to work in accordance to School Code. For the purpose of this article, employees regularly working 37.5 hours per week yet less than the full calendar year, shall be considered Full Time and earn seniority pro rata with the amount of time each does actually work. The term "last hiring date" shall mean the date on which the employee was hired and since which date such employee has not quit, retired, or been discharged. Time shall be deducted from an employee's seniority due to absences occasioned by any unpaid leave of absence.

b) A seniority list of the employees covered by this Agreement will be made available to the Union representative and the seniority list shall be periodically revised not less frequently than once each twelve (12) months. (February 1 of each year).

c) There shall be two categories of positions, Class I is the Head Bookkeeper; Class II is all other BASSC secretaries and bookkeepers. Class I employee if dismissed will retain seniority in Class II. Class I employee may bump Class II employees, however, Class II employees may not bump Class I employee. Said categories shall be for the purpose of reduction in force only, and do not pertain to salary placement.

d) In the event, it is necessary to reduce the number of positions covered by this agreement and such is not accomplished by normal attrition, the provisions of the School Code of Illinois, Sections 10-23.5 shall apply.

e) The Belleville Area Special Services Cooperative, and the Belleville Area Special Services Cooperative Employees' Union, Local 6143, being parties to a collective bargaining relationship, and sharing an interest and desire to modify and alter, by agreement, the current practice of calculating secretary/bookkeeper pay, do agree as detailed below.

The daily rate of pay shall be based on 250 days divided into the existing twelve month plus IMRF salary schedule. The hourly rate shall be based on the daily rate divided by 7.5 hours.

The basis of the 250 day divisor is as follows: Using a 10 year average – the secretary/bookkeeping staff work a maximum of 237 days per year (with the exception of leap years which is 238 days). Of the 237/238 days – an average of 194 days are 7.5 hour work days and an average of 43 days are 7 hour work days (June 15 – August 15). Please see attached schedule for detailed documentation of rationale.

The application of this procedure will immediately, upon dated signature by both parties, apply comprehensively to all secretaries/bookkeepers new to BASSC in any manner that the previously applied “229 calculation” would have otherwise been used. This procedure will also immediately apply to existing secretaries/bookkeepers for calculations pertaining to overtime pay and the calculation of seniority. For the term of the current collective bargaining agreement, existing staff members in this category of employment will be subjected to the utilization of two hundred-twenty-nine (229) as the divisor for the purposes of calculating a daily rate to be used for leaves of absence, extended illness leaves, and resignations.

Fiscal Year	Regular Days Worked	Hours Per Day	Summer Days Worked	Hours Per Day	Snow Days	Full Days worked Equivalent	Holidays(15) & Institute(1)	Total Days
97-98	193	7.5	44	7	0	234	16	250
98-99	189	7.5	44	7	4	234	16	250
99-00	195	7.5	43	7	0	235	16	251
00-01	191	7.5	42	7	3	233	16	249
01-02	193	7.5	42	7	1	233	16	249
02-03	192	7.5	44	7	1	234	16	250
03-04	191	7.5	45	7	2	235	16	251
04-05	194	7.5	43	7	0	234	16	250
05-06	194	7.5	43	7	0	234	16	250
06-07	195	7.5	42	7	0	234	16	250
Total	1938		432					
Avg 10 yrs	194		43			234	16	250

The calculation is as follows:

Average summer days worked (43) times summer hours per day (7) divided by regular hours per day (7.5) equals an average (40) full days worked equivalent for summer.

Average regular days worked at 7.5 hours (194) plus full days worked equivalent for summer (40) plus holiday/institute day (16) = 250

$194 + 40 + 16 = 250$ average number of days worked per year

Section 3. Staff Assignments

The Belleville Area Special Services Cooperative, and the Belleville Area Special Services Cooperative Employees' Union, Local 6143, being parties to a collective bargaining relationship, and sharing an interest and desire to resolve, by agreement, any and all existing differences related to staff assignment, do agree as detailed below.

In the work environment of the Belleville Area Services Cooperative, staff members are encouraged to pursue areas of mastery and interest. The satisfaction and rewards of job placement for all staff members is considered important to the foundation of the cooperative.

It is the practice of the Belleville Area Special Services Cooperative to recruit and employ the very best candidates for positions within the cooperative. Employees are hired into a position (psychologist, social worker, teacher) not into an assignment (a particular district or a typed/level of service). Based on the needs of the cooperative as a whole, the Director may make shifts in assignments that are considered in the best interest of the students and districts of the cooperative. When possible, the Director will give consideration not only to the needs of the cooperative but also the professional vision of the employees involved. Prior to major (programmatic) reassignments, all affected employees will be contacted and given opportunity for input. In all cases, the Director retains the authority to make all assignments based on his/her judgment.

Section 4. Vacancy Notification

BASSC shall send to each employee an electronic notice of all vacancies as openings occur. Such notice shall be accompanied by a job description and a statement of minimum qualifications.

Section 5. Labor Management Committee

Labor management committee will meet on a monthly basis as necessary with an agenda agreed upon by both parties.

ARTICLE VI - LEAVES OF ABSENCE

Section 1. Sick Leave: Each staff member shall be annually entitled to fourteen (14) days of sick leave each year without loss of pay. Part-time employees covered by the contract shall be provided sick leave on a prorated basis consistent with their percentage of employment. Commencing with the 2017-2018 contract year, members with 18-25 years of service shall be entitled to 16 sick days per year. Members with 26+ years of service shall be entitled to 20 days of sick leave per year. Sick leave not used in the year of service for which it is granted shall accumulate. Employees will receive a one-time bonus of 30 sick leave days, in addition to the annual allotment, when he/she accrues 200 unused sick leave days. Once an employee receives the bonus amount of sick leave days, he/she is not eligible to receive it again, even if their accrual of unused days goes below the threshold in the future. Sick leave shall be usable and recordable in one hour increments.

Section 1.2. Loss of Time Due to Assault or Injury: An employee absent from work as a result of physical aggression/violence while acting in a capacity for BASSC will not be charged with a loss of earned paid leave for the length of time required for recovery, nor for any recurrence thereof. A separate type of paid leave will be created in the absence management system (e.g., Frontline) to cover these situations. To utilize this benefit, employees must provide documentation from a medical doctor recommending time away from work for recovery. This type of leave benefit shall cease if/when an employee becomes eligible for workers' compensation benefits. Thus, a maximum of 3 days of this leave may be used per injury.

Section 1.3. Unused Sick Leave: A stipend shall be paid for all unused sick leave at the time of retirement, if the employee has been employed by BASSC for fifteen (15) or more cumulative years. The stipend shall be equal to thirty dollars (\$30) times the number of sick days. A maximum of 50 days will be used for this computation. Any days used towards IMRF/TRS retirement shall not be used in calculating this stipend. Payment for this stipend shall be made following delivery of the employee's final paycheck utilizing a timeline sufficient to avoid any increase in reportable earnings.

Section 2. Personal Leave: When necessary, full time staff shall be granted personal leave. Personal needs shall be interpreted to mean urgent personal business, which, in general, may be defined as such business over which a person has no control, or the person's presence is of special significance. Guidelines for utilization are:

- 224
- 225 a) The staff member has no control over setting the date.
- 226 b) Absence would not be covered under sick leave.
- 227 c) A maximum of 3.5 full days or 7 one-half days may be granted for each year of the
- 228 contract. In addition, personal leave shall be usable and recordable in one hour
- 229 increments. Days do not accumulate as personal leave. No specific reason shall be
- 230 required to be given when one requests a personal day. Any unused personal leave shall
- 231 accumulate as employee's sick leave.
- 232 d) Leave cannot be used the day before or the day after a holiday except with the Director's
- 233 approval.
- 234 e) The staff member shall notify his/her supervisor at least twenty-four (24) hours in
- 235 advance unless emergency conditions dictate otherwise.
- 236

237 **Section 3. Extended Illness Leave:** Upon utilization of all accumulated sick leave, a staff

238 member may be granted, upon request, an extended leave of absence of up to a maximum of one

239 year without pay for personal illness subject to medical certification. The staff member shall

240 notify the Director in writing of their intention to return to work at least thirty (30) days prior to

241 the end of their granted leave of absence. Failure to comply with this regulation shall be

242 considered as a resignation.

243

244 **Section 4. Leaves of Absence:** Tenured certificated staff and non-certified staff members may

245 apply for a leave of absence without pay for reasons other than those contained in Article VII,

246 Section 3 of this agreement. Applications shall be addressed to the Board. A staff member on

247 any type of leave of absence shall notify the Board in writing prior to March 1 whether or not he

248 or she intends to return to BASSC the following school term. Failure to comply with this

249 regulation shall be considered as a resignation.

250

251 All benefits available to a staff member under this agreement shall be suspended during a leave

252 of absence without pay or dock day. The staff member may continue participation in the BASSC

253 insurance program for employees, provided the staff member agrees to pay all premium costs

254 during the leave period by submitting payment for their coverage to the business office by a date

255 designated by the Director.

256

257 **Section 5. Funeral Leave:** In the event of the death of a member of an employee's immediate

258 family, as identified by the School Code, such employee shall be entitled to a maximum of (3)

259 days of absence, per death, without loss of pay and without loss of personal or sick leave.

260

261 Employee's shall be entitled to one (1) funeral leave day per death of any non-immediate family

262 member without loss of pay and without loss of personal or sick leave, with a maximum of two

263 (2) funeral leave days per school year to attend the funeral of non-immediate family members.

264

265 **ARTICLE VII - FRINGE BENEFITS**

266

267 **Section 1. Group Insurance:** The parties agree to the following monthly insurance benefits for

268 the duration of this contract:

269

2023-2024, 2024-2025, 2025-2026, 2026-2027

Single: 100% per month.

Family: Board pays up to maximum of \$700 per month above single rate, and any premium in excess of \$700 per month is paid 50% employee and 50% employer.

Employee/Spouse: Board pays up to maximum of \$623 per month above single rate and any premium in excess of \$623 per month is paid 50% employee and 50% employer.

Employee/Child: Board pays up to maximum of \$585 per month above single rate and any premium in excess of \$585 per month is paid 50% employee and 50% employer.

The Board shall provide a life insurance policy (\$10,000) for each full time staff member.

The Board and the Union will establish an insurance committee containing at least two (2) Union members. The committee will research insurance plans annually (at minimum) to ensure competitive rates for the following year.

Section 2. Vacations: Vacation time shall be granted to non-certificated employees on the anniversary of employment as follows:

- a) After one year (12 months) of employment, one week of paid vacation will be earned and available for use.
- b) After each year in years 2-6 of employment, two weeks of paid vacation will be earned and available for use.
- c) After each year in years 7-14 of employment, three weeks of paid vacation will be earned and available for use.
- d) After each year in years 15 and beyond of employment, four weeks of paid vacation will be earned and available for use.
- e) If a holiday occurs during vacation time said day shall not count as a vacation day. If an employee retires, resigns, is laid off, dismissed, or becomes unable to work, that employee shall be paid on the next pay period that portion for vacation earned at the time of leaving active employment only upon completion of one year's employment. In case of death, said payment shall be made to the estate.

Earned vacation must be used within one calendar year of the date on which it is earned. All vacation shall be requested at least thirty days in advance unless otherwise mutually agreed between the employee and his/her supervisor. Any vacation time taken shall require written approval of the employee's supervisor. Employees will be permitted to schedule vacation which at the time of the scheduling is unearned but will be earned during the fiscal year with the understanding that said vacation may not be taken unless it is actually earned.

Vacation requests will be honored in the order in which they are received by his/her supervisor. If two or more employees simultaneously (on the same day) request the same vacation and

granting both or all employees the vacation will render impossible the operation of the Cooperative, the employee(s) with the least seniority will be denied.

All vacation not used during the eligible one calendar year period will be lost unless the employee requested the use of vacation time and was denied said request by the Cooperative. In the case of a Cooperative denial of a request to use or re-schedule vacation time and when said vacation cannot be used or re-scheduled by joint agreement of the employee and the Cooperative, said employee shall be paid for said unused vacation on the date of his/her employment anniversary with the Cooperative.

Section 3. Holidays: For non-certificated staff, the following days shall be considered paid holidays:

Fourth of July	Martin Luther King Day
Labor Day	Lincoln's Day
Columbus Day	Casmir Pulaski Day
Wednesday before Thanksgiving	*Thursday before Easter or Tuesday following Easter
Thanksgiving Day	Friday before Easter
Monday following Easter	Friday following Thanksgiving
Christmas Day	Memorial Day
New Year's Day.	

and other holidays or snow days declared by the BASSC Board.

*Easter holiday shall be observed the Friday before Easter and the Monday following Easter and one additional day will be observed to be determined by the Cooperative which will either be the Thursday before Easter or the Tuesday after Easter.

Annually, the BASSC Board shall establish either Lincoln's Birthday or President's Day as holidays.

If any contractual holiday occurs on a Saturday, the day shall be awarded on the Friday prior. If any such holiday occurs on a Sunday, the day shall be awarded on the following Monday.

The Wednesday before Thanksgiving shall be observed as a consistent holiday in lieu of Veteran's Day for all non-certified staff.

Additionally, the non-certificated employees shall be off without pay on the days on which Pathways students are not in attendance during winter break (Christmas Break). In order to be eligible for such holiday pay, an employee must be in pay status on the last day scheduled to work before such holiday and the first day scheduled to work following such holiday unless excused. No employee on layoff or unpaid leave of absence at the time a designated holiday occurs shall be entitled to the holiday pay.

The St. Clair County Institute Day(s) shall be days off with pay for non-certificated Cooperative employees under this contract.

Section 4. Inclement Weather Days: Should a snow day be necessary for Pathways and Central Campus and occur on a day which has been previously requested and approved as leave (sick, vacation, personal, funeral), the day shall be counted only as an emergency snow day.

When Pathways is closed for snow days, 12 month employees can be required to report to work for a maximum of one snow day per school year. If the employee is unable to report to work, the employee will have the option of using a personal day or vacation day to avoid loss of pay. Employees that are able to report to work, upon request, will be permitted to work their normal work hours under a modified schedule. If Pathways is closed for reasons other than a snow day, the Director and Union representatives will meet to discuss the 12 month employees' work schedules.

Section 5. Temporary Part-time Employees: Part-time, non-certificated employees covered by the contract shall receive no paid vacations or holidays.

Section 6. Permanent Part-time Employees: Permanent part-time non-certificated employees are employees who either:

A. work less than 37.5 hours per week for twelve months per year or

B. regularly work 37.5 hours per week for at least 9 months, yet less than twelve months of the year. Said employees shall receive pro-rated sick leave, personal leave, funeral leave, and holidays. In addition, said employees shall be able to receive the same insurance benefits provided to full time employees, however, the Cooperative's contribution toward said purchase of insurance shall be pro-rated according to the percentage of time worked against 1350 hours as the full time standard. (The impact of the 1350 hours numerical value is to grant full insurance benefit to all Type B Permanent Part-time Employees and pro-rata up to and including full benefits for Type A Permanent Part-time Employees depending on the number of hours worked per year.)

C. For part-time certified employees hired after the effective date of the 2011-2012 contract, only part-time employees regularly employed to work a .50 or more Full Time Equivalent ("FTE") schedule will be entitled to pro-rated benefits (i.e. sick leave, personal leave, funeral leave and insurance benefits). Part-time employees hired prior to the effective date of the 2011-2012 contract will be grandfathered and will continue to receive pro-rated benefits for sick leave, personal leave and funeral leave, (but not insurance), even if employed to work less than a .50 FTE work schedule.

Section 7. Retirement Incentive: Belleville Area Special Service Cooperative shall have the following provisions regarding retirement for employees:

A. The entirety of this Section (A) shall apply exclusively to the positions of Class I and Class II employees, defined as Head Bookkeeper, and secretaries and bookkeepers,

respectively. The intention of this section is to define severance terms for all Belleville Area Special Services Cooperative Local 6143 non-certificated employees who contribute to the Illinois Municipal Retirement Fund, and only those employees.

The employee must submit an irrevocable letter of resignation for retirement on or before June 1 prior to the years of the retirement incentive. As many as the last two years of an employee's career may be included in the pre-retirement letter.

Upon the written notification of impending bona fide retirement, a retirement incentive shall be paid in equal installments to the individual employee over the course of the last two years worked, based upon the number of full years of employment in BASSC. This amount of retirement benefit will be calculated according to the following schedule:

Full years of service	Non-certified
10	2000
11	2200
12	2400
13	2600
14	2800
15	3000
16	3200
17	3400
18	3600
19	3800
20	4000

Any employee not following this time schedule waives any claim to any part of this retirement incentive.

The employee will continue to be paid his/her salary according to the negotiated contract. In June, at the end of each year an employee is in the retirement plan, the District will compare the employee's IMRF creditable earnings to his/her previous year's creditable earnings. The District will pay the employee such amount of the retirement benefit to increase his/her creditable earnings up to a maximum amount of 6% over his/her previous year's IMRF creditable earnings. If the total amount of the retirement benefit cannot be paid to the employee as IMRF creditable earnings due to the 6% limitation, the employee will be paid the balance of any retirement benefit on the 65th day after the employee's last day of work.

This benefit shall be payable to the employee's estate in the case of the employee's death while in the employ of BASSC.

B. The entirety of this Section (B) shall apply exclusively to those employees who are currently employed in positions with the Belleville Area Special Services Cooperative which are required contributors to the Teachers Retirement System (TRS). This Section shall only apply to those employees who are currently contributing members of TRS. No employee who is not currently a contributing member of TRS, and no employee who is

- 452 currently employed in any position other than a TRS contributing position shall be
453 entitled to the retirement incentive provided for herein.
- 454 C. For certified BASSC employees covered under TRS who qualify under this retirement
455 plan, the board shall for the last years of service immediately preceding retirement, pay the
456 employee a retirement benefit as follows:
457
- 458 1. The certified employee must be eligible and apply for retirement under the Illinois Teacher
459 Retirement System; and
460
 - 461 2. The employee must submit a TRS information sheet verifying his/her years of service and
462 eligibility for this incentive; and
463
 - 464 3. The employee must submit an irrevocable letter of resignation for retirement on or before
465 September 1 of the year up to, and including, the school year of retirement. (As many as
466 the last four (4) years of an employee's career may be included in the pre-retirement
467 period.).
468
 - 469 a. Submitting an irrevocable letter of resignation for retirement by September 1 prior
470 to the last 4 years of service, the employee will be removed from the salary schedule
471 and receive a 6% salary increase in each of the last 4 years.
472
 - 473 b. Submitting an irrevocable letter of resignation for retirement by September 1, prior
474 to the last 3 years of service, the employee will be removed from the salary schedule
475 and receive a 6% salary increase each of the last 3 years, and a post retirement
476 incentive payment of \$2,000 to be paid after the employee's last workday and/or
477 receipt of his/her last paycheck, whichever comes last.
478
 - 479 c. Submitting an irrevocable letter of resignation for retirement by September 1, prior
480 to the last 2 years of service, the employee will be removed from the salary schedule
481 and receive a 6% salary increase each of the last 2 years, and a post retirement
482 incentive payment of \$4,000 to be paid after the employee's last workday and/or
483 receipt of his/her last paycheck, whichever comes last.
484
 - 485 d. Submitting an irrevocable letter of resignation for retirement by September 1, in the
486 last year of service, the employee will be removed from the salary schedule and
487 receive a 6% salary increase in his/her last year of employment, and a post
488 retirement incentive payment of \$6,000 to be paid after the employee's last
489 workday and/or receipt of his/her last paycheck, whichever comes last.
490
 - 491 4. The parties agree that an employee's TRS creditable earnings shall not increase more than
492 6% per year in any year the employee receives retirement benefits under this provision
493 even if the employee voluntarily agrees to perform additional duties that would increase
494 his/her TRS creditable earnings above 6%. The District agrees that it will not involuntarily
495 assign additional TRS paid duties to an employee that is receiving these retirement benefits

if the additional duties would cause the employee's TRS creditable earnings to increase by more than 6%.

5. TRS creditable earnings including but not limited to extended school year will not be calculated in any 6% salary increase if the employee does not continue performing that work in any year the employee receives retirement benefits under this provision. For example, if an employee's salary (\$50,000) included \$1,500 earned for extended school year work and the employee did not perform that extended school year work in his/her next year of employment, the employee's retirement benefit under this provision will be \$2,910 ($\$50,000 - \$1,500 = \$48,500 \times 6\%$ salary increase = \$2,910) for a total TRS creditable earnings in that next year of employment of \$51,410 ($\$48,500 + \$2,910 = \$51,410$).

6. Other Provisions:

- a. In the event an employee who elects this retirement incentive and subsequently becomes ineligible to retire on the date designated in his/her irrevocable notice because (s)he does not have sufficient years of TRS creditable service (e.g., employee expected to retire with 35 years of TRS service by using 2 years of sick leave but had to use a number of sick leave days, pursuant to The School Code, and is no longer able to purchase 2 years of service credit), the Board may allow the employee to rescind his/her retirement or the Board may move the effective retirement date to the first date on which the employee obtains thirty-five (35) years of creditable service (including accumulated sick leave). The employee will not be required to pay back any retirement benefits received, but shall be removed from the retirement program and placed on the salary schedule as if the employee had never participated in the program. Moreover, the employee shall not be eligible to re-enter the retirement program.
- b. The parties agree that if the legislature lowers the 6% allowable rate to a lower rate and this contract is not grandfathered and exempt from that change, the parties will renegotiate this provision for both TRS and IMRF staff members. Amounts above the lowered rate up to 6% if not grandfathered in shall be paid post retirement.

Section 8. Section 125 IRS Plan Including Flexible Spending Accounts:

The BASSC Administration shall select a provider at no cost to BASSC for the purpose of providing employees the opportunity to access a Section 125 IRS Plan.

Section 9. Retention Bonus:

- \$2,000 retention bonus to employees after completion of Year 3 at BASSC
- \$2,000 retention bonus to employees after completion of Year 5 at BASSC
- \$2,000 retention bonus to employees after completion of Year 10 at BASSC
- \$2,000 retention bonus to employees after completion of Year 15 at BASSC

Employees who have already exceeded Year 15 at BASSC will be given a one-time retention bonus of \$2,000 during the first year of implementation (2023-2024). Retention bonuses would be delivered upon completion of the above mentioned years of service with BASSC, as part of the first paycheck for the following year. Bonuses would be taxed and TRS/IMRF paid normally, but would be stipend-like, non-recurring and not made part of the employees' future salaries. Employees who have already surpassed one threshold but have not yet reached another would be required to wait to receive this incentive until the next level of seniority is reached.

If the total amount of the retention bonuses cannot be paid to the employee as TRS/IMRF creditable earnings due to the 6% limitation, the employee will be paid this bonus up to 6%, and the remaining balance would be paid on the 65th day after the employee's last day of work.

ARTICLE VIII - SALARY

Section 1. Salary Schedule: Refer to the attached Salary schedules.

The parties agree to a four year contract with salary increases as follows:

Year 1:	6% increase in total payroll, 5% for those off of the schedule
Year 2:	6% increase in total payroll, 5% for those off of the schedule
Year 3:	6% increase in total payroll, 5% for those off of the schedule
Year 4:	6% increase in total payroll, 5% for those off of the schedule

If an employee who is off of the salary schedule is surpassed by a less senior employee within the same educational level, the senior employee's pay will be increased to the equivalent of the less senior employee's salary.

BASSC shall provide a system for automatic deposit of one's salary directly into his/her personal bank account at the employee's request.

BASSC shall pay the certified employee's required T.R.S pension contribution up to a maximum of 11.4% starting in the 2011-2012 school year and up to a maximum of 12.4% starting in the 2012-2013 school year. This payment by BASSC on behalf of the employee is over and above the employee's salary. The Supervisor of Speech and Language Therapist - 3.86% of BA Step 1.

The head bookkeeper shall be compensated at the rate of 10% the salary he/she would normally be paid as a function of the salary schedule.

The permanent part-time non-certificated employee shall be considered a salaried employee paid on the schedule at the pro-rated amount equal to his/her percentage of work time as compared to the standard day.

Section 2. Mileage Allowance: Staff members who are required to use their personal vehicles in the course of their employment or otherwise use their vehicles in authorized service to BASSC shall be reimbursed at the IRS accepted rate. Applicable miles shall include:

A. Actual miles to first work site and actual miles from last work site, each minus the actual miles to the BASSC Office from his/her home; (a calculation resulting in a negative number may not reduce the employees Mileage Allowance under this section.)

B. Actual miles driven between the first work site of each day and the last work site of each day which are required miles in the course of carrying out one's duties; and

C. Actual miles driven in relation to approved travel in conjunction with BASSC business.

Section 3. Prior Experience Credit:

Staff members employed by BASSC shall be allowed full credit for prior public school experience.

Staff members employed by BASSC shall be allowed full credit (earn a year for each year experience) for –

- a. any prior public school experience that was at least half time for the entire academic year and earned credit for the teacher retirement system in the jurisdiction of the experience (includes internship if it is creditable experience);
- b. any post-masters degree private-school experience relating to the employee's work with students with disabilities that was for at least half time for the entire academic year; or
- c. any post-masters agency or hospital work dealing with children and family issues that was for at least half time for at least 9 months of any fiscal Year (July 1, to June 30), with a maximum credit of one year experience for a fiscal year.

Section 4. Salary Schedule Advancement: Subject to the approval of the Director, all college credit from an accredited institution in a field appropriate to the staff member's discipline will be recognized for salary schedule advancement in full upon presentation of the official transcript to the Director on or before September 1. Additional credits earned during the year will be counted for salary advancement at the beginning of the following school year.

Section 5. Calendar Year Adjustment:

1. Employees shall no longer continue the practice of report day where "report days" has been defined as working from one's home to write reports. This concession was granted in exchange for the following assurances--
 - a. A minimum of one (1) full day of report-writing time shall be scheduled for each psychologist per week
 - b. Report-writing time may not be removed or interrupted except in cases of emergencies, and then must be adequately rescheduled; and

c. The employer shall provide individually assigned, quiet work space for report writing, and said space shall be equipped with up-to-date, operational computers.

3. The employer currently has the ability to schedule employees for limited flex schedules by assigning either a 30 or 60 minute lunch period and adjusting by the same 30 minute period, the start of the day or the end of the day off of the normal 8 AM start or 4 PM ending times. In an effort to reduce the number of early or late starting meetings, and the number of earned comp days as a result, the parties agree to explore jointly the possibilities of expanding the range of flex schedules earlier and/or later. If created, a new labor management committee can be used as the forum to discuss ways of using flexible schedules of employees to reduce the number of early starting or late finishing meetings for each employee.

In creating such a new plan, the parties agree --

a. the employer retains existing control over existing flex scheduling of the lunch and start/end times, and

b. each employee can refuse an expanded flex schedule and require that flexing be limited as to what currently exists.

4. Employees shall earn a comp day on the following schedule -- 20 early start or late ending meetings for the first comp day and each additional comp day for 15 early start or late ending meetings.

Early starting or late ending meetings to be counted toward the award of comp days includes MDC, IEP, parent conferences or other appropriate meetings assigned by BASSC administration.

“Early starting” or “late ending” meetings, defined herein as those meetings which either begin prior to the start of the regular work day or extend after the end of the regular work day.

5. Meetings which occur entirely outside of the regular work day, including those which are immediately adjacent in time to the work day, hereinafter “extra meetings” shall not be considered applicable meetings under Article VIII – Salary, Section 6, Calendar Year Adjustment.

a. A BASSC employee requested to be in attendance at an extra meeting must first get the permission of the employee’s immediate BASSC supervisor prior to attending the meeting.

b. If the BASSC supervisor withholds permission, it shall be the responsibility of the supervisor to immediately communicate such denial of permission IN WRITING AND VIA TELEPHONE to both the BASSC employee seeking permission and the individual who requested the presence of the BASSC employee at the extra meeting.

c. On those occasions when permission is granted by the BASSC supervisor for the BASSC employee to attend an extra meeting, such permission will be in written form.

- d. On those occasions when permission is granted by the BASSC supervisor for the BASSC employee to attend an extra meeting, the BASSC supervisor and the BASSC employee shall agree on a scheduled time for the BASSC employee to take one-for-one comp time (i.e. – thirty-five minutes of comp time in exchange for thirty-five minutes of work time) in the form of a calendar year adjustment.
- e. It is the sole and exclusive responsibility of the BASSC supervisor to communicate the terms of the calendar year adjustment to those individuals and/or agencies who will realize lost services as a result of the calendar year adjustment.
- f. It is recognized that on those occasions when the BASSC supervisor withholds permission for the BASSC employee to attend the extra meeting, the individual or agency from whom or from which the request originated may have a negative reaction to the denial. It is further recognized that on those occasions when permission is granted and the calendar year adjustment is made, the individual and/or agency realizing lost services may have a negative reaction. Knowing in advance that such negative reactions are possible, the employer, BASSC, agrees that BASSC will take any and all necessary steps to protect the BASSC employee from the impact of the negative reaction, and BASSC further agrees that dealing with any and all negative reaction to the denial of permission for the BASSC employee to attend the extra meeting, and/or negative reaction to calendar year adjustments shall be the sole and exclusive responsibility of the BASSC supervisor and administration.
6. Employees may choose to utilize the original “staffing credit” provisions for meetings and times that would otherwise fall under minute for minute compensation time criteria by logging such meetings on the yellow Calendar Year Adjustment form and submitting that form to their supervisor. Meetings that are submitted in this manner will be granted time based on the original (staffing credit) procedure regardless of whether or not the meeting occurred entirely outside of the employee’s normal work day.
7. The procedure outlined above allows for each employee to indicate his/her preference in being granted credit for the applicable time by submitting either a yellow Calendar Year Adjustment form or a blue Request for Short Term Leave form. The type of form submitted will guide the supervisor as to which provision applies to the request being submitted.

Section 6. 185 Day Contracts: Certificated employees working a 185 day school year calendar shall have their salary determined according to the following formula: Salary schedule placement is divided by 200 (days) and then multiplied by 185.

Section 7. Length of Day: The work day shall be 7 hours long plus a lunch period of up to one hour in length for certificated staff.

The work day shall be 8.5 hours long with an unpaid lunch period of one hour in length for non-certificated staff. Each non-certificated employee shall be entitled to either two 15 minute paid breaks per day or one 30 minute paid break per day at the direction of the employee’s immediate supervisor. The regular work week for non-certificated employees shall consist of five (5) consecutive work days, Monday through Friday. Work hours for non-certificated employees shall be reduced by one-half hour per day for the periods June 15th to August 15th.

Section 8. Overtime: Non-certificated employees working beyond 7.5 hours per day shall be compensated at the rate of 1 and 1/2 times the normal rate in either salary or comp time as determined by the Director. Earned comp time may be taken at a mutually determined time between the Director and the employee. Employees not able to schedule and take comp time off by the end of the fiscal year in which it was earned shall be compensated at the employee's regular rate of pay per hour. Said compensation shall be included in the June 30 paycheck.

Non-certificated employees required to work on weekends shall be paid double time and if required to work on a holiday, shall be paid double time in addition to regular holiday pay.

Section 9. Length of Work Year: For certificated staff, the "Standard Length of the Work Year" (number of Days) is set by the Board at initial hiring and remains until adjusted by mutual agreement between the employee and the Board. Those days may be scheduled flexibly for each employee by agreement between the employee and the Director. Absent an agreement to the contrary, the normal work year will be mid-August to mid-June.

Days worked beyond the "Standard Length of the Work Year" shall be compensated at the working employee's regular per diem rate for each "Extra Work Day." Any "Extra Work Day" which is for the purpose of attendance at a conference, however, shall not be at the regular per diem, but shall be at a mutually agreed stipend to be set in advance of the conference.

An employee who has requested and been granted a reduction in work day, week or year from full-time to part-time status for any particular year or years who wishes to return to full-time (or requests any increase in assignment for a subsequent year) shall make such request in writing to the Director of BASSC on or before January 15 of the year before the increase is to be effective or said employee shall not be entitled to the increase.

Section 10. Substitute Calling: If, at the request of the employer, a non-certificated employee arranges for substitutes outside of his or her regular work hours, the employee shall be paid for a minimum of one-half (1/2) hours work.

Section 11. Calendar: The BASSC Board shall annually establish the calendar for the next school year and shall distribute to each member of the bargaining unit a copy of the next year's school calendar within ten days of its adoption or amendment by the BASSC Board. Nothing in this section shall be considered a waiver of any kind on the part of the union to bargain over matters related to material changes in the school calendar from year to year.

Section 12. Professional Development

Each certified employee shall be granted up to six hundred dollars (\$600.00) per school year to reimburse -

A. vouchered expenses attributed to educational/professional leave to attend meetings or events which qualify for use of professional leave; or

B. vouchered expenses attributed to educational/professional purposes; or

C. coursework once a transcript showing credit earned has been presented. While not only to count for professional development, all hours earned and paid for under the provision shall count toward salary schedule credit.

Professional leave shall be used for school visitation to observe new techniques or programs, professional conferences or programs which, in the opinion of BASSC administration, will benefit BASSC's educational program.

Use of these professional leave or educational/professional funds shall require advance written request and the advance written approval of BASSC administration. BASSC administration shall have the authority to deny individual requests which, in the opinion of BASSC administration, lack educational value or when, in the opinion of BASSC administration, the staff member's absence on a particular day or days would unduly negatively affect the BASSC educational mission.

Reasonable vouchered professional leave expenses shall be paid for mileage, meals, registration fees, lodging, and other appropriate expenses subject to the limitations herein and in accordance with BASSC policies otherwise applicable. Staff may petition BASSC administration for additional monies for professional development in the excess of \$600.00.

ARTICLE IX - GRIEVANCE PROCEDURE

Definition

A grievance shall mean a written complaint by a member of the bargaining unit that there has been an alleged violation, misinterpretation, or misapplication of the specific provisions of this Agreement.

Purpose

Every employee covered by this Agreement shall have the right to present grievances in accordance with these procedures, the purpose of which is to secure, at the lowest possible administrative level, equitable solutions to valid grievances which may arise. Any employee who participates in the Grievance Procedure shall not be subject to disciplinary action or reprisal because of such participation.

Representation

The grievant has the right to representation of choice in the grievance procedure. The grievant or his/her representative shall be present at all grievance discussions unless the Board, Union, and the grievant mutually agree that the grievant's presence is not desirable or necessary. When the presence of the grievant at a grievance hearing is required by either party, illness or incapacity of the grievant shall be grounds for any necessary extension of grievance procedure time limits.

Time Limits

A grievance must be filed within fifteen (15) school work days of event or when grievant became aware or should reasonably become aware of the event that gave rise to the grievance, whichever

is later. The number of days indicated at each step in the procedure shall be considered as the maximum allowable to the parties and every effort shall be made to resolve the grievance as rapidly as possible.

Constraints

Any investigation or other handling or processing of any grievances by the grievant or the Union shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grievant or of BASSC's employees.

Failure of a grievant or the Union to act on any grievance within the prescribed time limits will act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. Time limits may be extended in writing by mutual agreement.

If the Union or any employee files any claim or complaint in any form other than under the grievance procedure of this Agreement, then BASSC shall not be required to process the same claim or set of facts through the grievance procedure.

Procedure

Step One: It is desirable for an employee and the immediate supervisor to resolve problems through free and informal communications. Therefore, before a grievance is filed, the claimant shall discuss the claim with his/her most immediate supervisor.

Step Two: If the complaint cannot be resolved informally, the aggrieved employee shall file the grievance in writing with his/her immediate supervisor, who shall certify by signature the date and hour the grievance was received. This certification shall be witnessed by the grievant. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the Agreement which are applicable, and shall state the remedy requested. The filing of the formal, written grievance must be within ten (10) school work days from the date of the occurrence of the event giving rise to the grievance. The supervisor shall make a decision on the grievance and communicate it in writing to the employee and the Director within ten (10) school work days after receipt of the grievance.

Step Three: In the event a grievance has not been satisfactorily resolved at the second step, the grievant shall file, within ten (10) school work days of the immediate supervisor's written decision at Step Two, a copy of the grievance with the Director. Within ten (10) school work days after receipt of the grievance, the Director or his designee shall meet with the grievant to resolve the grievance. The Director or his designee shall file an answer within ten (10) school work days of the third step grievance meeting and communicate it in writing to the grievant and the immediate supervisor. The Union has the right to review and terminate the grievance procedure at this point.

Step Four: If the grievance is to continue beyond Step 3, the grievance shall proceed to the Board. The grievance will be considered on the same date as the next regularly scheduled

monthly meeting of the Board. A written decision will be rendered by the Board within ten (10) school work days of the fourth step grievance hearing.

Step Five: If the grievance is not satisfactorily resolved at Step Four, the grievance shall proceed to binding arbitration. The Union shall submit to the Director a written request on behalf of the Union and the grievant to enter into binding arbitration. This request must be submitted within twenty (20) school work days of receipt of the Step Four answer.

Arbitration proceedings shall be conducted by an arbitrator to be selected by the two parties from a roster of arbitrators provided by the American Arbitration Association. Within seven (7) calendar days after the Association requests binding arbitration, the two parties will request the American Arbitration Association provide a panel of seven (7) arbitrators. Each of the two parties will alternately strike one name at a time from the panel until only one name shall remain. The remaining name shall be the Arbitrator. Expenses for the arbitrator's services shall be borne equally by the Board and the Union.

The decision of the Arbitrator shall be final and binding on the parties. The arbitrator, in his opinion, shall not amend, modify, nullify, ignore, or add to the provisions of the Agreement. The arbitrator's authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the Board and the Union and his decision must be based solely and only upon his interpretation of the meaning or application of the express relevant language of the Agreement.

ARTICLE X – WORKING CONDITIONS

Section 1. Safety in the Workplace

The Union and the Board agree to a joint non-binding advisory process. This process will involve Executive Committee Members, BASSC Administrative staff, and direct service staff involved in the BASSC Instructional Programs. The goal of the process will be to engage in long range planning, problem solving, and program review/revisions that will promote the well-being and safety of staff and students.

The process will be administered in three parts:

1. There will be a committee comprised of direct service staff involved in the BASSC Instructional Programs and BASSC Administrative Staff. The committee will discuss issues related to the goals of the process. The committee will meet twice a month for the months of January and February, 2008, with a total of four (4) meetings all together. Thereafter, the committee will meet monthly for a maximum of no more than one (1) year.

2. The Administrative Staff will report the findings of the Committee to an Advisory Committee. The Advisory Committee shall consist of BASSC Administrative Staff and Executive Committee Members of BASSC. The Advisory Committee shall report to the Executive Committee for a maximum of no more than one (1) year.

3. The Advisory Committee will report to the Executive Committee at regularly scheduled Board meetings.

4. After one (1) year, the committee referenced above in 1. shall dissolve, and the issue of "Safety" shall be a mandatory subject of discussion at meetings of the Labor Management Committee.

It is the express intent of the parties that the committee not be a bargaining committee, within the meaning of the *Alton* decision and that the committee's work product shall not result in a collectively bargained agreement unless and until the parties actually engage in bargaining in a forum other than the committee through their respective representatives thereby reaching an agreement that is subsequently ratified by the parties.

Section 2. Safety Training

The Cooperative shall provide Crisis Prevention Institute (CPI) training to all certified staff within the first forty-five (45) days of employment at no loss of pay or benefits.

The Cooperative shall provide CPI refresher training annually for all employees at no cost or loss of pay to the employee.

Section 3. Technology/Curriculum

BASSC will make every effort to keep classrooms supplied with current technology and supplies that are currently being used throughout the Cooperative.

Section 4. IEP Preparation Time

1. Case managers (i.e., classroom teachers and itinerant teachers) assigned 1-3 students will receive 2.5 hours of IEP prep time per student per school year. Case managers assigned the equivalent of 4 to 7 students will receive the equivalent of 2 days of IEP prep time per school year. Case managers assigned 8 to 13 students will receive the equivalent of 3 days of IEP prep time per school year. Prep time must be taken on-site or at the BASSC Central Office. Supervising administrators have discretion over when prep time is taken. Prep time may be taken in half-day increments.

2. Direct services providers, who do not act as case managers, will receive 1.5 days of IEP preparation time, which can be used in ½ hour increments. Example: With an average caseload of 40-50 students per service provider, that equals approximately 3 IEPs per ½ hour)

3. Prep time shall not interfere with or cause rescheduling of meetings.

Section 5. Staff Supplies

If a staff member submits a request for supplies, and that request is denied, the denied request shall be brought to Labor Management Committee (LMC) for discussion and resolution if needed.

Section 6. Class Size

The Board and the Union agree to strive to have class sizes which promote high quality teaching and learning. All teachers who have one or more class periods or equivalent (subject/center, minimum of 30 minutes) that exceed 10 students shall be paid a stipend of \$20 per day per student in excess of the 10-student limit. Such stipends shall continue until such time as the teacher's class size falls within the limits set forth in the contract.

Section 7. All Staff

During the beginning of the academic year training (known as "All Staff"), classroom teachers will be allotted a minimum of one full day to work independently to prepare for the year. Multiple ½ day blocks of time and/or adding an additional paid work day may be required in certain school years to accomplish this goal.

Section 8. Mentor Program

The Board and the Union agree that encouraging mentorships among senior and new staff is beneficial for educators and students. In order to allow time for mentorships to occur, mentors and mentees will be provided one hour per month of common release time. These times shall be mutually agreed upon by staff and administration.

ARTICLE XI – PAYROLL DEDUCTION

Section 1. The employer shall honor employees' individually authorized deduction forms, and shall make such deductions in the amounts certified by the Union for Union dues, assessments, or fees. Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions. Dues revocations are processed by the Union. In the event that an employee revokes their dues in accordance with the terms in which they authorized the dues deductions, the Union will notify the District after the close of the revocation window.

The Union shall indemnify and hold harmless the Board, its members, officers, agents, and employees, in both their individual and official capacities, from and against any and all claims, demands, actions, complaints, suits, or other form of liability that shall arise out of, or by reason of action taken by the District for the purpose of complying with the above payroll deduction provisions of this section, or in reliance on any list, notice, certification, authorization, deduction form, affidavit, or assignment furnished by the Union under any such provisions.

Section 2. FOIA REQUESTS: Freedom of Information Requests (FOIA) – The Union shall be notified within 5 business days of the employer’s receipt of a Freedom of Information Act (FOIA) request that asks for information regarding any bargaining unit member, including, but not limited to, names, email addresses, any part of the home address, or list of members of the union, dues payers, or non-members, as it relates to fair share and the Janus labor union case.

Article XII - EFFECT OF AGREEMENT

Complete Understanding: The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties.

Savings Clause: Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect.

Terms of Agreement: This Agreement shall be effective August 15, 2023, unless specified to some other date in the specific terms of this agreement, and shall continue in effect until June 30, 2027.

This Agreement is signed this 4th day of August, 2023.

IN WITNESS WHEREOF:



For BASSCEU, IFT/AFT Local 6143



For the Board of Directors of
Belleville Area Special Services Cooperative

2023-2024 185 Day Certified Staff Salary Schedule TRS Not Included							
	BA	BA+15	MA	MA+15	MA+30	MA+45	PhD
1	40,464	41,715	43,719	45,221	46,974	48,977	51,080
2	42,060	43,335	45,246	46,849	48,752	50,780	52,933
3	42,742	43,969	45,972	47,600	49,753	51,781	53,985
4	43,468	44,695	46,698	48,351	50,755	52,783	55,036
5	44,194	45,421	47,424	49,102	51,581	53,450	56,088
6	44,795	46,022	48,025	49,853	52,382	54,435	57,040
7	45,396	46,623	48,425	50,554	53,158	55,287	57,991
8	46,198	47,424	49,428	51,356	53,980	56,148	58,892
9	46,924	48,176	50,229	52,157	54,801	57,010	59,794
10	47,650	48,952	51,635	52,958	55,622	57,871	60,695
11	48,852	50,320	52,307	54,536	57,200	59,373	62,198
12	50,054	51,431	53,584	55,888	58,777	60,876	63,700
13	51,255	52,870	54,961	57,240	60,355	62,378	65,202
14	52,457	54,060	56,238	58,592	61,932	63,880	66,705
15	53,659	55,312	57,515	59,944	63,510	65,383	68,207
16	54,861	56,539	58,842	61,296	65,313	67,236	70,260
17	56,063	57,766	60,169	62,648	66,825	69,088	72,314
18	57,265	58,993	61,497	64,000	68,868	70,941	74,367
19	58,467	60,220	62,425	65,353	70,621	72,794	76,420
20	59,669	61,446	63,665	66,705	72,374	74,400	78,473
21	60,670	62,448	65,027	67,706	73,375	76,550	80,376

For employees not eligible for one step, the employee will receive a 5% increase above their previous year's salary on the salary schedule. 3.86% of BA, Step 1 will be added to the Speech supervisor's salary.

2024-2025 185 Day Certified Staff Salary Schedule TRS Not Included							
	BA	BA+15	MA	MA+15	MA+30	MA+45	PhD
1	41,411	42,661	44,661	46,161	48,411	50,661	53,161
2	42,653	43,941	46,001	47,546	49,861	52,181	54,756
3	44,146	45,481	47,611	49,211	51,606	54,006	56,671
4	45,031	46,391	48,561	50,196	52,636	55,086	57,806
5	45,931	47,321	49,531	51,201	53,691	56,186	58,961
6	46,851	48,266	50,521	52,226	54,766	57,311	60,141
7	47,786	49,231	51,531	53,271	55,861	58,456	61,341
8	48,741	50,216	52,561	54,336	56,976	59,626	62,566
9	49,716	51,221	53,611	55,421	58,116	60,816	63,816
10	50,711	52,246	54,681	56,531	59,276	62,031	65,091
11	51,981	53,551	56,046	57,946	60,756	63,581	66,716
12	53,021	54,621	57,166	59,106	61,971	64,851	68,051
13	54,081	55,716	58,311	60,291	63,211	66,151	69,411
14	55,161	56,831	59,476	61,496	64,476	67,476	70,801
15	56,266	57,966	60,666	62,726	65,766	68,826	72,216
16	57,671	59,416	62,181	64,296	67,411	70,546	74,021
17	58,826	60,606	63,426	65,581	68,761	71,956	75,501
18	60,001	61,821	64,696	66,891	70,136	73,396	77,011
19	61,201	63,056	65,991	68,231	71,541	74,866	78,551
20	62,426	64,316	67,311	69,596	72,971	76,366	80,121
21	63,831	65,766	68,826	71,161	74,616	78,086	81,926

For employees not eligible for one step, the employee will receive a 5% increase above their previous year's salary on the salary schedule. 3.86% of BA, Step 1 will be added to the Speech supervisor's salary.

2025-2026 185 Day Certified Staff Salary Schedule TRS Not Included							
	BA	BA+15	MA	MA+15	MA+30	MA+45	PhD
1	43,482	44,794	46,894	48,469	50,832	53,194	55,819
2	44,786	46,138	48,301	49,923	52,354	54,790	57,494
3	46,353	47,755	49,992	51,672	54,186	56,706	59,505
4	47,283	48,711	50,989	52,706	55,268	57,840	60,696
5	48,228	49,687	52,008	53,761	56,376	58,995	61,909
6	49,194	50,679	53,047	54,837	57,504	60,177	63,148
7	50,175	51,693	54,108	55,935	58,654	61,379	64,408
8	51,178	52,727	55,189	57,053	59,825	62,607	65,694
9	52,202	53,782	56,292	58,192	61,022	63,857	67,007
10	53,247	54,858	57,415	59,358	62,240	65,133	68,346
11	54,580	56,229	58,848	60,843	63,794	66,760	70,052
12	55,672	57,352	60,024	62,061	65,070	68,094	71,454
13	56,785	58,502	61,227	63,306	66,372	69,459	72,882
14	57,919	59,673	62,450	64,571	67,700	70,850	74,341
15	59,079	60,864	63,699	65,862	69,054	72,267	75,827
16	60,555	62,387	65,290	67,511	70,782	74,073	77,722
17	61,767	63,636	66,597	68,860	72,199	75,554	79,276
18	63,001	64,912	67,931	70,236	73,643	77,066	80,862
19	64,261	66,209	69,291	71,643	75,118	78,609	82,479
20	65,547	67,532	70,677	73,076	76,620	80,184	84,127
21	67,023	69,054	72,267	74,719	78,347	81,990	86,022

For employees not eligible for one step, the employee will receive a 5% increase above their previous year's salary on the salary schedule. 3.86% of BA, Step 1 will be added to the Speech supervisor's salary.

2026-2027 185 Day Certified Staff Salary Schedule TRS Not Included							
	BA	BA+15	MA	MA+15	MA+30	MA+45	PhD
1	45,851	47,235	49,450	51,111	53,602	56,093	58,861
2	47,226	48,653	50,933	52,644	55,207	57,776	60,627
3	48,880	50,358	52,716	54,488	57,139	59,797	62,748
4	49,859	51,365	53,768	55,578	58,280	60,993	64,004
5	50,856	52,395	54,842	56,691	59,448	62,211	65,283
6	51,875	53,441	55,938	57,826	60,638	63,456	66,590
7	52,910	54,510	57,056	58,983	61,851	64,724	67,918
8	53,967	55,600	58,197	60,162	63,085	66,019	69,275
9	55,047	56,713	59,359	61,364	64,348	67,337	70,659
10	56,149	57,848	60,544	62,593	65,632	68,682	72,070
11	57,555	59,293	62,056	64,159	67,271	70,399	73,870
12	58,706	60,478	63,296	65,444	68,616	71,805	75,348
13	59,880	61,690	64,563	66,756	69,989	73,244	76,854
14	61,076	62,925	65,853	68,090	71,389	74,711	78,393
15	62,299	64,181	67,171	69,452	72,818	76,206	79,959
16	63,855	65,787	68,848	71,190	74,639	78,110	81,958
17	65,134	67,105	70,227	72,613	76,134	79,672	83,597
18	66,435	68,450	71,633	74,063	77,656	81,266	85,269
19	67,763	69,817	73,067	75,547	79,212	82,894	86,974
20	69,120	71,212	74,528	77,058	80,795	84,554	88,712
21	70,675	72,818	76,206	78,791	82,617	86,459	90,711

For employees not eligible for one step, the employee will receive a 5% increase above their previous year's salary on the salary schedule. 3.86% of BA, Step 1 will be added to the Speech supervisor's salary.

**2023-2024 Non-Cert
Schedule**

Step	2023-2024
1	37,527
2	38,443
3	39,456
4	40,471
5	41,484
6	42,500
7	43,513
8	44,527
9	45,525
10	46,555
11	47,569
12	48,583
13	49,645
14	50,613

**2024-2025 Non-Cert
Schedule**

Step	2024-2025
1	38,961
2	39,911
3	40,963
4	42,017
5	43,069
6	44,123
7	45,175
8	46,228
9	47,264
10	48,333
11	49,386
12	50,439
13	51,541
14	52,547

**2025-2026 Non-Cert
Schedule**

Step	2025-2026
1	40,473
2	41,460
3	42,552
4	43,647
5	44,740
6	45,835
7	46,928
8	48,022
9	49,098
10	50,209
11	51,302
12	52,396
13	53,541
14	54,585

**2026-2027 Non-Cert
Schedule**

Step	2026-2027
1	42,067
2	43,093
3	44,229
4	45,367
5	46,502
6	47,641
7	48,777
8	49,914
9	51,033
10	52,187
11	53,324
12	54,460
13	55,651
14	56,736

For employees not eligible for one step, the employee will receive a 5% increase above their previous year's salary on the salary schedule.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into this ____ day of May, 2024, by and between Belleville Area Special Services Cooperative ("Cooperative") and the Belleville Area Special Services Cooperative Employees' Union, IFT/AFT, Local 6143 ("the Union"), the exclusive representative for all full and part time staff employed as teachers, social workers, psychologists, speech therapists, secretaries, bookkeepers and school nurses employed by the Cooperative.

WHEREAS, the Cooperative and the Union are parties to a collective bargaining agreement ("Agreement") that is currently in effect; and

WHEREAS, the Cooperative and the Union share a mutual desire to attract and retain staff, and to fully staff all positions;

NOW, THEREFORE, the parties agree as follows:

1. A new position, titled "Permanent Substitute" shall be hired by the District, and shall be considered a "teacher" within **Article I – Recognition, Jurisdiction and Scope** of the Collective Bargaining Agreement.
 - a. This position shall be limited to those with a Bachelor's degree or Associate's degree who hold a substitute teaching license through the Illinois State Board of Education.
 - b. Permanent Substitutes with a Bachelor's degree shall receive:
 - i. 80% of the BA Step 1 rate of salary, as defined by the salary schedules titled **Certified Staff Salary Schedule** of the Collective Bargaining Agreement.
 - ii. 80% of the sick days allotted to employees, as defined by **Article VI, Section 1** of the Collective Bargaining Agreement.
 - iii. 80% of the group insurance coverage, as defined by **Article VII, Section 1** of the Collective Bargaining Agreement.
 - c. Permanent Substitutes with an Associate's degree shall receive:
 - i. 70% of the BA Step 1 rate of salary, as defined by the salary schedules titled **Certified Staff Salary Schedule** of the Collective Bargaining Agreement.
 - ii. 70% of the sick days allotted to employees, as defined by **Article VI, Section 1** of the Collective Bargaining Agreement.
 - iii. 70% of the group insurance coverage, as defined by **Article VII, Section 1** of the Collective Bargaining Agreement.
 - d. This position shall remain on Step 1 of the salary schedule and shall not advance on the salary schedule.

2. **Article VII, Section 9** of the collective bargaining agreement shall be amended as follows:

Section 9. **Hiring and Retention Bonuses:**

A hiring bonus of \$3000 shall be awarded to new employees who agree to remain employed by the District for two (2) academic years.

- ~~\$2,000~~ **\$3000** retention bonus to employees after completion of Year 3 at BASSC
- ~~\$2,000~~ **\$3000** retention bonus to employees after completion of Year 5 at BASSC
- ~~\$2,000~~ **\$3000** retention bonus to employees after completion of Year 10 at BASSC
- ~~\$2,000~~ **\$3000** retention bonus to employees after completion of Year 15 at BASSC

Employees who have already exceeded Year 15 at BASSC will be given a one-time retention bonus of ~~\$2,000~~ **\$3000** during the first year of implementation (2023-2024). Retention bonuses would be delivered upon completion of the above mentioned years of service with BASSC, as part of the first paycheck for the following year. Bonuses would be taxed and TRS/IMRF paid normally, but would be stipend-like, non-recurring and not made part of the employees' future salaries. Employees who have already surpassed one threshold but have not yet reached another would be required to wait to receive this incentive until the next level of seniority is reached.

If the total amount of the retention bonuses cannot be paid to the employee as TRS/IMRF creditable earnings due to the 6% limitation, the employee will be paid this bonus up to 6%, and the remaining balance would be paid on the 65th day after the employee's last day of work.

3. An enhanced salary schedule shall be applied and shall replace the current salary schedules of the **Certified Staff Salary Schedule** of the Collective Bargaining Agreement. This revised schedule shall include the following parameters:
 - a. The current MA+30 and MA+45 columns shall be condensed to create one column, titled "MA+30/EdS."
 - b. Increases to the MA+30/EdS and PhD columns of the salary schedules shall be made, as defined in the below salary schedules. These salary schedules shall be implemented for the 2024-2025, 2025-2026, and 2026-2027 academic years of the **Certified Staff Salary Schedule** of the Collective Bargaining Agreement.
 - c. During the 2024-2025 and 2025-2026 academic years, staff in the MA+30/EdS and PhD columns who are beyond Step 21 and therefore off the schedule shall receive a 10.14% raise during the first year off of the schedule. Staff in the MA+30/EdS and PhD columns who will begin off the schedule during the 2025-2026 school year shall receive a 10.14% raise during the first year off of the schedule.

	2024-2025 Salary Schedule					
	1	2	3	4	5	7
	BA	BA+15	MA	MA+15	MA+30/EdS	PhD
1	41,411	42,661	44,661	46,161	52,013	53,932
2	42,653	43,941	46,001	47,546	53,572	55,549
3	44,146	45,481	47,611	49,211	55,446	57,492
4	45,031	46,391	48,561	50,196	56,554	58,641
5	45,931	47,321	49,531	51,201	57,685	59,814
6	46,851	48,266	50,521	52,226	58,840	61,012
7	47,786	49,231	51,531	53,271	60,016	62,231
8	48,741	50,216	52,561	54,336	61,216	63,475
9	49,716	51,221	53,611	55,421	62,439	64,743
10	50,711	52,246	54,681	56,531	63,686	66,036
11	51,981	53,551	56,046	57,946	65,277	67,686
12	53,021	54,621	57,166	59,106	66,582	69,038
13	54,081	55,716	58,311	60,291	67,915	70,421
14	55,161	56,831	59,476	61,496	69,275	71,831
15	56,266	57,966	60,666	62,726	70,661	73,268
16	57,671	59,416	62,181	64,296	72,427	75,100
17	58,826	60,606	63,426	65,581	73,876	76,602

18	60,001	61,821	64,696	66,891	75,354	78,135
19	61,201	63,056	65,991	68,231	76,864	79,702
20	62,426	64,316	67,311	69,596	78,402	81,295
21	63,831	65,766	68,826	71,161	80,169	83,127

	2025-2026 Salary Schedule					
	1	2	3	4	5	7
	BA	BA+15	MA	MA+15	MA+30/EdS	PhD
1	43,482	44,794	46,894	48,469	57,334	59,460
2	44,786	46,138	48,301	49,923	59,063	61,243
3	46,353	47,755	49,992	51,672	61,130	63,385
4	47,283	48,711	50,989	52,706	62,351	64,652
5	48,228	49,687	52,008	53,761	63,598	65,945
6	49,194	50,679	53,047	54,837	64,872	67,266
7	50,175	51,693	54,108	55,935	66,168	68,610
8	51,178	52,727	55,189	57,053	67,491	69,981
9	52,202	53,782	56,292	58,192	68,839	71,379
10	53,247	54,858	57,415	59,358	70,214	72,805
11	54,580	56,229	58,848	60,843	71,968	74,624
12	55,672	57,352	60,024	62,061	73,406	76,114
13	56,785	58,502	61,227	63,306	74,876	77,639
14	57,919	59,673	62,450	64,571	76,375	79,194
15	59,079	60,864	63,699	65,862	77,904	80,778
16	60,555	62,387	65,290	67,511	79,851	82,797
17	61,767	63,636	66,597	68,860	81,449	84,454
18	63,001	64,912	67,931	70,236	83,078	86,144
19	64,261	66,209	69,291	71,643	84,742	87,869
20	65,547	67,532	70,677	73,076	86,438	89,628
21	67,023	69,054	72,267	74,719	88,386	91,647

	2026-2027 Salary Schedule					
	1	2	3	4	5	7
	BA	BA+15	MA	MA+15	MA+30/EdS	PhD
1	45,851	47,235	49,450	51,111	60,469	62,701
2	47,226	48,653	50,933	52,644	62,282	64,580
3	48,880	50,358	52,716	54,488	64,461	66,840
4	49,859	51,365	53,768	55,578	65,749	68,175
5	50,856	52,395	54,842	56,691	67,064	69,539
6	51,875	53,441	55,938	57,826	68,407	70,931
7	52,910	54,510	57,056	58,983	69,774	72,349
8	53,967	55,600	58,197	60,162	71,169	73,795
9	55,047	56,713	59,359	61,364	72,591	75,270
10	56,149	57,848	60,544	62,593	74,041	76,773

11	57,555	59,293	62,056	64,159	75,890	78,690
12	58,706	60,478	63,296	65,444	77,407	80,263
13	59,880	61,690	64,563	66,756	78,957	81,871
14	61,076	62,925	65,853	68,090	80,538	83,510
15	62,299	64,181	67,171	69,452	82,149	85,181
16	63,855	65,787	68,848	71,190	84,203	87,310
17	65,134	67,105	70,227	72,613	85,888	89,057
18	66,435	68,450	71,633	74,063	87,606	90,839
19	67,763	69,817	73,067	75,547	89,361	92,658
20	69,120	71,212	74,528	77,058	91,149	94,512
21	70,675	72,818	76,206	78,791	93,203	96,642

BELLEVILLE AREA SPECIAL SERVICES COOPERATIVE

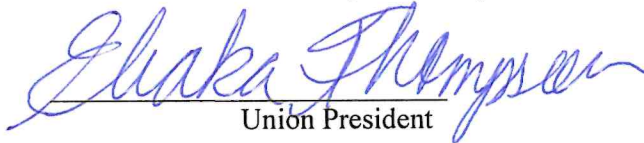


Superintendent

5-6-24

Date

**BELLEVILLE AREA SPECIAL SERVICES COOPERATIVE
EMPLOYEES' UNION, IFT/AFT, LOCAL 6143**



Union President

5-6-24

Date